



DD/M&S 73-2437

22 JUN 1973

**MEMORANDUM FOR:** Mr. Richard C. Tufaro  
Staff Assistant, ICRC  
The White House

**SUBJECT :** Fee Schedule for Mandatory  
Declassification Requests

**REFERENCE :** Your Memo of 1 June 1973

1. The Central Intelligence Agency does not have a formal fee schedule. In the few instances when it seemed appropriate to bill members of the public for declassification requests serviced, the Agency has charged \$6.00 for each manhour or fraction thereof expended in identifying and retrieving documents and 10¢ per page for documents reproduced for the requester. The manhour charge of \$6.00 approximates the hourly wage of a GS-09/3 and is believed to be a conservative average of the costs actually incurred.

2. The Agency has instituted a system for recording actual labor costs associated with servicing requests for the declassification and release of documents. The principal cost item, as one might expect, is the expense of reviewing the documents to determine whether declassification is possible. Such a review often involves the participation of a succession of officers, some of whom command very high salaries. As an extreme example, the recent review of a one-page document cost the Agency \$242.78. It should be apparent from this that the user fees permit the recovery of only a small portion of the resources expended.

/s/ Harold L. Brownman  
**HAROLD L. BROWNMAN**  
Deputy Director  
for  
Management and Services

STAT

Approved For Release 2002/06/05 : CIA-RDP77-00389R000100070015-3

Next 1 Page(s) In Document Exempt

Approved For Release 2002/06/05 : CIA-RDP77-00389R000100070015-3